

# KEY NEIGHBORHOOD PLANNING STEPS:

## 1. Identify the Key Stakeholders

- The Key Stakeholders should represent all key interests of the Neighborhood.
- Neighborhood Plans work best when they are a collaborative effort between:
  - Neighborhood Residents
  - Neighborhood Businesses and Institutions
  - Local Schools and Churches
  - The Appropriate City/County Departments such as Planning, Neighborhood Services, and Public Works
  - Elected and Appointed Representatives



## 2. Collect Information about the Neighborhood:

### Identify Physical Conditions:

- **The Setting:** *Where is the neighborhood located? What are the environmental conditions affecting the neighborhood? How do others perceive the neighborhood?*
- **Community Facility Maps:** *What parks or public building currently exist in the neighborhood?*
- **Housing Condition Maps:** *Are houses in the neighborhood in need of repair or have they been maintained?*
- **Land Use and Zoning Maps:** *What is the land in the neighborhood used for? Is the neighborhood made up of Multi-Family, Single-Family, Commercial, Recreational, or Industrial uses?*
- **Urban Design Features and Infrastructure Maps:** *Are there any historically significant properties or important architectural features in the neighborhood? Does the neighborhood have similar housing types (do they look the same) or is*



*it mixed with several different types? Where are the streets, sewer and water lines located and what condition are they in?*

### Identify Social and Economic Conditions:

- **Demographic Profile:** *How many people live in the neighborhood? What is the ethnic make-up of the neighborhood? What is the income level of the neighborhood?*
- **Housing and Property Values:** *Have the houses and properties in the neighborhood increased or decreased in value over the years?*
- **Employment Profile:** *How many jobs are available in the neighborhood? Does the neighborhood serve as a place of employment? If not, should it?*
- **Crime Incidence and Statistics:** *What is the crime rate in the neighborhood? What type of crime exists in the neighborhood?*



## 3. Conduct an Evaluation of the Neighborhood:

**SWOT analysis:** *provides Stakeholders an opportunity to evaluate the neighborhood “Strengths, Weakness, Opportunities, and Threats”*



**PARK-it! meetings:** *provides Stakeholders an opportunity to assess what the community wants to “Preserve, Add, Remove, and Keep” in the neighborhood*

## 4. Identify Plan Issues and Priorities:

- Based on information collected at SWOT and PARK-it exercises, key issues emerge that provide a focus for the development of the Neighborhood Plan.

- Neighborhood Issues include problems in the areas of housing, employment, public services, education, transportation, environmental hazards, commerce, and crime.

## 5. Establish Plan Goals and Objectives:

**Goals and Objectives** should correspond to the priority issues identified by neighborhood concerns.

**Goals:** General statements of what the group wants to accomplish in each issue area; long-term ideal. Some examples of goals would be to:

- Reduce Crime
- Improve physical appearance and conditions within the neighborhood
- Rebuild a tornado damaged area
- Improve roads
- Improve the quality of life within the neighborhood

**Objectives:** Quantifiable short-term actions that specify the level of improvement as well as a target date. Some examples of objectives would be to:

- Preserve community gardens, parks, and historic resources
- Add programs for youths
- Add more park and street lights
- Remove abandoned houses and clean up vacant lots
- Pave streets
- Improve poor drainage

## 6. Develop Plan Alternatives:

- There are always alternatives to every plan...ALWAYS! However, the challenge is choosing alternatives that are viable and have a realistic chance of being implemented.
- Provide a number of viable Plan alternatives and revitalization strategies to address key neighborhood issue such as:

- Is the neighborhood a center for commercial business in the City? If not, should it be?
- Do parks in the area sufficiently serve the neighborhood? If not, should more be established?
- Does the neighborhood provide opportunities for in-fill housing? If not, should it?
- Do children have a safe place to play after school or in the summer? If not, should an activity center be built?



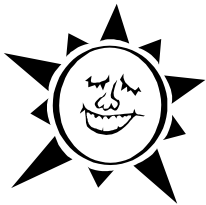
- The more ideas that the community generates, the better the Plan will serve the neighborhood.

## 7. Select A Preferred Plan:

- The final Neighborhood Plan should represent a preferred set of Goals, Objectives and Strategies/Action Plans for enhancing the Neighborhood.
- Also, the Plan needs the support of the MAPC, Elected Representatives, Key Stakeholders, and residents of the Neighborhood.

## 8. Implement and Monitor the Plan:

**Implementation is the most important step in the planning process. A good idea, proposal, project or plan is meaningless unless you take action.**



- Identify those individuals/agencies with the appropriate expertise/responsibility to assist the Plan implementation.
- Develop individual strategies (who, what, where, when, how) to tackle the key issues of the Neighborhood.
- Attach cost estimates to each strategy.
- Develop the timeline of implementation for the key issues.